

FINDING WORK



DENWOOD MOTORS (1993) LTD.

The Company

Denwood Motors (1993) Ltd. is Wainwright's GM Canada dealer, selling Chev, Pontiac, Buick cars and Chev and GMC trucks.

The company employs factory-trained technicians who are equipped with the latest in knowledge and equipment to service your vehicle. The company stocks GM parts in a modern, well stocked Parts Department which can fill most parts requirements on site. If required, special order items can be acquired in 24 hours. The company also stocks a generous selection of accessories to compliment your GM vehicle.

For more information on Denwood Motors, please refer to www.denwoodmotors.com.

The Work

Denwood Motors (1993) Ltd. currently employs 25 full time employees in the following areas: parts, sales, service, detailing and business office.

The Ideal Candidate

The ideal candidate will have the following skills and attributes:

- Excellent communication skills
- A good work ethic
- Clean cut appearance
- Honest and reliable
- Mechanically inclined
- Automotive background an asset
- Knowledge of GM products an asset



Parts

- Excellent customer service skills
- Provide courteous and timely service
- Sort, order and inventory parts
- Ship and exchange parts as required
- Should be physically fit and able to lift heavy parts
- Should have completed ticket or be enrolled as an apprentice journeyman (Parts) at an accredited training facility or institution
- Journeymen may be required to supervise apprentices

Detailers

- Responsible for clean up of vehicles, including washing and waxing, cleaning upholstery, windows, vinyl and leather surfaces
- May be required to operate specialized cleaning equipment
- Maintaining detail area and equipment

Service Technicians

- Customer service
- Review work orders and provide estimates
- Inspect motors in operation
- Test automotive systems and components using computerized diagnostic equipment
- Diagnose faults, research and analyze problems
- Adjust, repair and replace parts and components
- Perform scheduled maintenance services
- Must have completed four-year automotive service technician apprenticeship program (Note: Certification is compulsory in Alberta) or be enrolled in an apprenticeship program.
- May be required to supervise apprentices

Office

- Good written and oral communication skills
- Excellent public relations and customer service skills
- Must have good computer skills and be familiar with computerized accounting programs
- Formal training in accounting an asset

Sales

- Must have excellent customer service skills
- Be knowledgeable about GM products and services
- Determine customers' needs and provide advice on products and services
- Provide accurate estimates on purchases, quote prices, credit terms, trade-in allowances, warranties and delivery dates
- Demonstrate products
- Maintain sales records
- Must be highly motivated and energetic
- Must be bondable and provide criminal record check
- Must pass the Alberta Motor Vehicle Industry Council Licensing examination

Hours of Work, Pay and Benefits

The dealership is open six days a week as follows:

Sales and Finance:

Monday to Friday 8:00 am to 5:30 pm
Saturday 9:00 am to 3:00 pm

Parts & Service:

Monday to Friday 8:00 am to 5:30 pm
Saturday 9:00 am to 1:00 pm

The dealership is closed on Sundays and Statutory Holidays.

Denwood Motors offers a full benefit package and RRSP program to full time employees. Some incentives and bonuses apply under certain conditions. The company sponsors a Christmas Party, BBQ and other employee events.

Salaries are commensurate with industry standard, and are based on qualifications and experience. Vacations are in accordance with the provisions of the *Labour Standard Act*.

How to Apply

Denwood Motors typically recruits through advertising in local papers, by word-of-mouth or walk-in.

Interested applicants should apply with a resume, proof of certification and references. Applicants should be prepared to obtain a Criminal Record Check if requested.

The company welcomes applications from apprentices at any level. Applicants should have completed their Grade XII Diploma.

Apply to: Gary Miller
Denwood Motors (1993) Ltd.
2202 – 14 Avenue
Wainwright, AB T9W 1L2

Tel: 780 842-4459
Fax: 780 842-4760
E-mail: denwoodmotors@gmcanada.com



The Finding Work At Series can be found at www.wantjobgotjob.com, a website managed by the Wainwright & District Chamber of Commerce. This Series is a partnership project by the Government of Alberta, Wainwright & District Chamber of Commerce, Town of Wainwright, Wainwright Economic Development Board and Wainwright Military Family Resource Centre. For more information, contact the Chamber of Commerce at (780) 842-4910.

**Government
of Alberta** ■